

25X1

SECRET

Copy 9 of 9

18 July 1956

MEMORANDUM FOR: Chief, Finance Division

ATTENTION : Payroll, Travel and Allowance Branch

**SUBJECT : Payment Documents Pertinent to Individuals
Listed Hereunder**

25X1

25X1

1. Transmitted herewith are forms numbered W-4 (Employee's Withholding Exemption Certificate) applicable to [redacted]. You are advised that these individuals either have been or shortly will be transferred to the rolls of the Finance Division.

25X1

2. There is also attached a memorandum from [redacted] dated 12 July 1956, requesting that his check be mailed to the National Bank of Washington, Dupont Circle Branch on Connecticut Avenue. In paragraph two of the memorandum transmitted, he requests that one hundred dollars (\$100.00) be deposited to his credit with the Credit Union each four week period. If any further information is needed before you can accomplish this deposit, please advise the requirements in order that [redacted] may be contacted by the undersigned.

25X1

25X1

[redacted]
Project Controller

Attachments:

3 W-4 forms
1 memo/12 July 56

Distribution:

ONE - Addressee w/atts

25X1

3 [redacted] file
4 [redacted] file
5 [redacted] file
6 [redacted] file

8 - Pers (MLT)

9 - Chrono

jeo